

From: McKim, Beverly [Mckim.Beverly@epa.gov]
Sent: 8/3/2018 4:46:51 PM
To: Ridge, William [Ridge.William@epa.gov]; Andrews, Robert [Andrews.Robert@epa.gov]
Subject: RE: Commercial Freight
Attachments: APPENDIX 1 - Facilities List.pdf

Bill and Robert,

This is what the BPA Nationwide Infrastructure Engineering, Technical and Administrative Support PWS says:

Task Area A.14 – Provide Nationwide, Continental U.S., Logistical and Move Support

The contractor shall provide nationwide, continental U.S., logistical and move support for EPA laboratories and offices that includes, but is not limited to, all tasks associated with the relocation of equipment, furniture, materials and supplies, scientific equipment, specialty equipment, glassware, refrigerators, freezers, large pilot scale equipment, chemicals, standards, and samples as well as any other items that need to be moved. As directed, the contractor shall prepare the offices/laboratories/equipment for the move, pack the offices/laboratories/equipment, complete the physical move, and reinstall and recalibrate equipment, as needed. The logistical support may include the storage of some items in portable storage containers provided by the contractor. Moves may be within a single geographic location or occur between geographic locations.

Specialty equipment includes, but is not limited to: high cost scientific equipment, instrumentation, and large pilot scale equipment. The specialty equipment may require assistance from specialty vendors, manufacturers, and other resources to assure the equipment is safely moved and returned to the manufacturer's recommended optimal operational parameters and to maintain current documented warranties, if applicable. As required, the contractor shall provide riggers, cranes, forklifts and any other heavy material handling equipment needed to safely move laboratory equipment and/or office equipment identified to be moved.

The capability to move chemicals, standards, and samples in accordance with U.S. Department of Transportation, Hazardous Material Shipping Regulations per 49 Code of Federal Regulations (CFR) is required. The capability to respond to spills and releases incurred by the contractor is also required. The contractor must have a Certified Hazardous Material Manager. If refrigerators and freezers are moved with chemicals, standards, and samples, in them then they shall also be moved within the refrigerator/freezer manufacturer's designated operating temperature set points to maintain the scientific integrity of the contents.

The contractor shall provide the necessary labor, supervision, coordination, equipment, materials, and supplies to execute identified tasks. The contractor must be capable of moving, both offices and laboratories. Some coordination tasks include but are not limited to: participating in meetings or teleconferences on task or project-related activities; developing briefing material for meetings; developing and maintaining an inventory for property being moved or transferred; developing project plans and schedules; and developing communication materials to inform the staff.

So this is a little different than saying you need to ship a few pieces of equipment say from Athens to RTP. We have established a freight account with UPS Tender #1405 is the government discounted rate.

It sounds like the option that is mentioned in the emails below would establish an Agency freight account through the WCF. I am not sure how the price and expediency of going through an established UPS Freight account, tender #1405, and going through the WCF would compare. The UPS Freight account is just like the procedures you go through to send a package.

If you utilized UPS Freight or WCF and needed a specialty vendor to shut down or recalibrate the equipment once it has been moved that would be a separate procurement action through a SACO.

Once this Nationwide Infrastructure Engineering, Technical and Administrative Support BPA is in place, my understanding is they will no longer use OA BPA for tasks like this. Some question of scope.

Let me know if you need any additional information.

Beverly

From: Ridge, William
Sent: Friday, August 03, 2018 12:20 PM
To: McKim, Beverly <Mckim.Beverly@epa.gov>; Andrews, Robert <Andrews.Robert@epa.gov>
Subject: Fwd: Commercial Freight

Sent from my iPhone

Begin forwarded message:

From: "Ridge, William" <Ridge.William@epa.gov>
Date: August 3, 2018 at 10:25:57 AM EDT
To: "Coogan, Daniel" <Coogan.Daniel@epa.gov>, "Amon, Dan" <Amon.Dan@epa.gov>, "Dady, John" <Dady.John@epa.gov>
Subject: RE: Commercial Freight

Dan,

Answers to questions:

1. Currently we get specific move contracts for the large regional office moves when they occur. We are currently using an OA BPA to move lab equipment in Region 8, and ORD has a contract, which they are in the process of replacing with a new BPA for all services associated with moving a lab, including freight.
2. It is normally up to the programs/regions to determine who the manufacture recommended or authorized moving vendor is, (e.g. for an electron microscope, the region owning the equipment would contact the manufacturer and find out who they authorize/recommend to move and then re-set and re-calibrate the specific piece of equipment). So, this can be all over the place and very expensive (as we are seeing in R8), so it is equipment specific and we do not have any one or favorite vendor for this work.

Bill

William Ridge
Senior Lead Architect
Real Property Services Staff
Office of Administration
Environmental Protection Agency
Office: 202.564.2165

Personal Matters / Ex. 6

From: Coogan, Daniel
Sent: Thursday, August 02, 2018 1:04 PM
To: Amon, Dan <Amon.Dan@epa.gov>; Ridge, William <Ridge.William@epa.gov>; Dady, John

<Dady.John@epa.gov>

Subject: RE: Commercial Freight

Dan/ Bill/ John, just wanted to give an update on this. I just met with William Wiggins (he's in town for the WCF board meeting) and they're getting ready to move on the commercial freight service. He's willing to run some trials for us at no cost (besides the cost the vendor charges EPA) so if you have any moves where you need freight support, we can get them at a good rate (and you can get an idea if you want to use the service moving forward).

Right now the focus is on dock-to-dock but they're looking into expanding into a full-service option (I explained that moving lab equipment can provide quite complicated with having to properly calibrate/ re-calibrate equipment after a move). The whole process is run through GSA. Let me know if you have a need and I'll loop him in. Also, he wants to make sure their service is well-situated to support OARM's move needs (if we elect to use them) and he asked two questions I couldn't answer:

1. How do we handle physical moves now? (I wasn't sure if it is covered under the RWA or not.)
2. What vendors (especially on the lab equipment side) have we worked with that we really like?

If you have information on 1 and 2 please share so I can make sure Ciny-Travel is prepared to support us.

Dan
Director, Resources, Analysis and Planning Division
Office of Resources, Operations and Management, OARM
o: 202-564-1862

Personal Matters / Ex. 6

SEE – PHS – OARM Budget – RAPD

From: Coogan, Daniel

Sent: Tuesday, July 3, 2018 12:40 PM

To: Ridge, William <Ridge.William@epa.gov>; Dady, John <Dady.John@epa.gov>

Subject: RE: Commercial Freight

Bill, it hasn't been formally announced yet but should be coming out in the next month or so. Officially they cannot begin providing support until October 1 but if you have a need before then they are going to start with some pilot moves in the next few weeks and William asked that we reach out to see if the pilots would work for our needs.

Dan
Director, Resources, Analysis and Planning Division
Office of Resources, Operations and Management, OARM
o: 202-564-1862

Personal Matters / Ex. 6

SEE – PHS – OARM Budget – RAPD

From: Ridge, William

Sent: Tuesday, July 3, 2018 11:51 AM

To: Coogan, Daniel <Coogan.Daniel@epa.gov>; Dady, John <Dady.John@epa.gov>

Subject: RE: Commercial Freight

Dan,

Will this be announced to the Agency? There are several ORD labs moving equipment, and I didn't know if I should forward to them.

Bill

William Ridge
Senior Lead Architect
Real Property Services Staff
Office of Administration
Environmental Protection Agency
Office: 202.564.2165

Personal Matters / Ex. 6

From: Coogan, Daniel
Sent: Tuesday, July 03, 2018 11:49 AM
To: Ridge, William <Ridge.William@epa.gov>; Dady, John <Dady.John@epa.gov>
Subject: FW: Commercial Freight

Bill/ John, thought this might be of interest to you too. If you ever hear of a program/ region needing support for a physical move, the WCF will have a commercial freight service October 1. I spoke with William and he doesn't think they'd be able to handle something to the scale of an entire regional office move but anything smaller to medium scale.

Dan
Director, Resources, Analysis and Planning Division
Office of Resources, Operations and Management, OARM
o: 202-564-1862

Personal Matters / Ex. 6

SEE – PHS – OARM Budget – RAPD

From: Coogan, Daniel
Sent: Tuesday, July 3, 2018 11:47 AM
To: Dan Amon <Amon.Dan@epa.gov>
Subject: FW: Commercial Freight

Dan, just wanted to make sure you were aware—beginning October 1 there is going to be a commercial freight service available through the WCF. So if you hear of a lab having an issue getting a vendor/ contractor for moving equipment, we can use the WCF service.

Dan
Director, Resources, Analysis and Planning Division
Office of Resources, Operations and Management, OARM
o: 202-564-1862

Personal Matters / Ex. 6

SEE – PHS – OARM Budget – RAPD

From: Wiggins, William
Sent: Monday, July 2, 2018 7:45 AM
To: Coogan, Daniel <Coogan.Daniel@epa.gov>
Cc: Barnes, James <Barnes.James@epa.gov>; Derycke, Kevin <DeRycke.Kevin@epa.gov>
Subject: RE: Commercial Freight

Got it. Look forward to it!

William E. Wiggins Jr., CRP
Branch Chief
Business Development & Services Branch (BDSB)
EPA's Federal Employee Relocation Center (FERC)
Phone: 513-487-2013
Website: www.relocatefeds.gov

From: Coogan, Daniel
Sent: Sunday, July 01, 2018 2:11 PM
To: Wiggins, William <wiggins.william@epa.gov>
Cc: Barnes, James <Barnes.James@epa.gov>; Derycke, Kevin <DeRycke.Kevin@epa.gov>
Subject: RE: Commercial Freight

Sounds great. I just sent you a meeting invite for Tuesday.

Dan
Director, Resources, Analysis and Planning Division
Office of Resources, Operations and Management, OARM
o: 202-564-1862

Personal Matters / Ex. 6

SEE – PHS – OARM Budget – RAPD

From: Wiggins, William
Sent: Wednesday, June 27, 2018 11:58 AM
To: Coogan, Daniel <Coogan.Daniel@epa.gov>
Cc: Barnes, James <Barnes.James@epa.gov>; Derycke, Kevin <DeRycke.Kevin@epa.gov>
Subject: Commercial Freight

Hello Dan,

Was provided your contact info from Kevin from WCF. I'm the WCF Activity Manager/Branch Chief for eRelocation. When you get back from vacation could we touch base? Want to connect with you to discuss potential opportunities to partner on shipping efforts for OARM-Facilities as you consolidate space. May could save some time and costs. Thanks Daniel!

William E. Wiggins Jr., CRP
Branch Chief
Business Development & Services Branch (BDSB)
EPA's Federal Employee Relocation Center (FERC)
Phone: 513-487-2013
Website: www.relocatefeds.gov